

REMINDER: Legislative Dinner, 6 p.m., Town Hall Lower Level

TOWN OF LEESBURG

Town Hall
25 West Market Street

AGENDA

Town Council Meeting

November 24, 2014

7:30 p.m.

Council Chambers

1. CALL TO ORDER
2. INVOCATION: Adam Bell
3. SALUTE TO THE FLAG: Council Member Wright
4. ROLL CALL
5. MINUTES (*Tab B*)
 - a. Regular Session Minutes of November 10, 2014
6. ADOPTING THE MEETING AGENDA (AMENDMENTS AND DELETIONS)
7. PRESENTATIONS (*Tab C*)
 - a. Certificates of Recognition – Special Olympics Bocce Team
 - b. Proclamation – Skip Sugar Day
 - c. Presentation - Visit Loudoun – Beth Erickson
8. PETITIONERS
9. APPROVAL OF THE CONSENT AGENDA (*5 min.*)
 - a. Approving a Substitute Performance Bond- Courthouse Square (*Tab 01*)

RESOLUTION

Approving a Substitute Performance Guarantee for Courthouse Square
(TLPF-2012-0011)

- b. Annual Street Maintenance – Concrete & Brick Continuing Services Contract Award (*Tab 02*)

RESOLUTION

Awarding the 2014 Annual Street Maintenance – Concrete and Brick Repair Construction Contract to Gull Corporation

- c. Lower Sycolin Sewage Conveyance, Ph. II – Easement Acquisition Authorization (Tab 03)

RESOLUTION

Declaring that a Public Necessity and Use Exists and Authorizing an Offer to Acquire Permanent and Temporary Easements for the Lower Sycolin Sewage Conveyance System Phase II Project

- d. Sycolin Road Widening, Ph. IV – Design Contract Award (Tab 04)

RESOLUTION

Awarding a Design and Engineering Services Contract for the Sycolin Road Widening Phase IV Project to Rinker Design Associates, P.C., in an Amount Not to Exceed \$755,188

10. PUBLIC HEARINGS

- a. None.

11. RESOLUTIONS AND MOTIONS

- a. None.

12. ORDINANCES

- a. None.

13. UNFINISHED BUSINESS

- a. None.

14. NEW BUSINESS

- a. Crosswalks – Town wide: Safety Education and Police Enforcement (Tab 05)(45 minutes)
- b. Comprehensive Parking Plan (Tab 06)(10 minutes)
- c. Additions to Future Council Meetings

15. COUNCIL COMMENTS

16. MAYOR'S COMMENTS

17. MANAGER'S COMMENTS

18. ADJOURNMENT

ADDENDUM

1. Information Memorandums

- a. Employee Termination Policy (Tab 07)

2. Invitations

- Nov. 22* - Freeze Your Gizzard 5K and Fun Run, 9 a.m. start, Ida Lee Park
- Nov. 24* – Legislative Dinner, 6 p.m., Lower Level Town Hall
- Dec. 1* – Screening of “Maker”, 7-9 p.m., Ida Lee Recreation Center, Lower Level
- Dec. 5* – Christmas Tree and Menorah Lighting, 6 p.m. Town Green
- Dec. 6* – Annual Holiday Fine Arts and Crafts Fair, 9 a.m. – 4 p.m., Ida Lee Park Recreation Center
- Dec. 6* – Afi’s Jewelry Ribbon Cutting, 2 p.m., 1607 Village Market Blvd, #K-104 (next to Firebirds)
- Dec. 7* – Annual Holiday Fine Arts and Crafts Fair, 10 a.m. – 4 p.m., Ida Lee Park Recreation Center
- Dec. 7* – An Unsung Soldier: The Life and Times of General Andrew J. Goodpaster, 2 p.m., Thomas Balch Library
- Dec. 10* – Annual Employee Holiday Luncheon, 11:30 a.m. - 2 p.m., Ida Lee Park Recreation Center, lower level
- Dec. 13* - Christmas and Holiday Parade, 6 p.m., King Street (line up at Ida Lee Park)
- Dec. 14* – What So Proudly We Hailed: Francis Scott Key, a Life, 2 p.m., Thomas Balch Library
- Dec. 16* – Council Swearing-in Ceremony, 7 p.m., Ida Lee Park Recreation Center

ASSISTED LISTENING SYSTEM

Is available at the meeting. If you require any type of reasonable accommodation, as a result of a physical, sensory, or mental disability, to participate in this meeting, please contact the Clerk of Council at 703-771-2733. Three days’ notice is requested. Thank you.

REGULARLY SCHEDULED COUNCIL MEETINGS

Citizens are invited to attend and participate in Town Council meetings. The petitioner's portion of the meeting and scheduled public hearings offer the public two opportunities to present their views to the Council during its meeting.

Petitioners

The petitioners' portion of the Council agenda is the first item taken up by the Council following proclamations and certificates of appreciation. This part of the meeting affords individuals the opportunity to address the Council on any matter not scheduled for a public hearing. Prior to the meeting, those citizens wishing to speak should sign the Clerk's Register on the podium at the front of the Chambers. The Mayor will announce the availability of the sign-up sheet at the beginning of all regular meetings. Petitioners' presentations should be limited to five minutes.

Public Hearings

Certain items of Town business can only be conducted after the Town Council conducts an advertised public hearing. Certain major issues affecting the town's government can also be scheduled for public hearing at the option of the Council. Adoption of the town budget, rezonings, special exceptions and amendments to the Town's subdivision and zoning ordinances all require a public hearing.

Decorum

A person addressing the Council as a petitioner, or during a public hearing, should advance to the podium when recognized by the Mayor and state his or her name and address. Persons should also indicate whether they are representing anyone other than themselves. After the presentation or comments, the Mayor or members of Council may have questions of the petitioner. Decorum will be maintained. Statements, which are demeaning or defamatory to members of the public, the staff or the Council, are inappropriate and out of order.

OTHER COUNCIL MEETINGS

Work Sessions/Committee of the Whole

Council may elect to place an item on the Tuesday night meeting agenda for action. Items will only be added to the agenda if agreed to by a majority of Council present.

Closed Sessions

Under certain circumstances, the Virginia Freedom of Information Act permits the Town Council to meet in a session where the public is excluded. This may be a discussion of personnel matters, legal matters, the acquisition or sale of property and other selected topics. The Council can only go into closed session from a public session and the notice must cite the specific statutory authority to go into closed session and also indicate the general topic to be discussed. Only those matters in the adopted motion to go into closed session can be discussed at that time.

TOWN COUNCIL AGENDA MATERIALS

Generally, all items on the regular Council agenda have been first considered at the Council Committee of the Whole. Individual council members, however, can request full Council action on an item considered, but not reported out of committee.

Materials previously distributed to the Council on Thursday are available to citizens on request from the Clerk's Office. Citizens may also provide the Clerk of Council with an e-mail address or self-addressed, stamped envelopes and Council agendas will be provided to the citizens without further charge. For more information, call the Clerk's Office at (703) 771-2733 during normal business hours or e-mail at clerk@leesburgva.gov.

Meeting agenda packets are available for public inspection in the lobby of Town Hall on Thursdays prior to the scheduled meeting. Council agendas can also be viewed on the town's World Wide Web site at <http://www.leesburgva.gov>.